



MACHAKOS UNIVERSITY

University Examinations 2019

SCHOOL OF ENGINEERING AND TECHNOLOGY

DEPARTMENT OF COMPUTING AND INFORMATION TECHNOLOGY

END OF SEMESTER EXAMINATION FOR:

Diploma in Procurement and Supply chain Management

UNIT: Introduction to ICT

SEMESTER: January - April 2019

DATE:

TIME: 2 hours

INSTRUCTIONS

Answer Question One (30 marks) Compulsory and other two questions from this question paper

SECTION A:

QUESTION ONE

- a) Define the following terms as used in computing.
 - i. Operating system (2 marks)
 - ii. Database (2 marks)
 - iii. GIGO (2 marks)
 - iv. Internet (2 marks)
- b) Explain two components of the CPU. (4 marks)
- c) Mwakere, cyber security consultant with mambo leo enterprises has realized that the spread of computer virus has become rampant in their organization. Outline five that they can use to control the spread of the viruses. (5 marks)
- d) Outline three impacts of social media in the society. (3 marks)
- e) Explain four types of system utilities that can be installed in a microcomputer. Give examples where necessary. (10 marks)

SECTION B

QUESTION TWO

- a) With the aid of a well labelled diagram, draw a block diagram of digital computer system. (8 marks)
- b) Outline one procedure for inserting a new slide in Ms PowerPoint. (2 marks)
- c) Explain the following terms as used in Presentation application packages.
 - i. Place holder (2 marks)
 - ii. Slide show view (2 marks)
- d) Describe three factors that one can consider when selecting an Internet Service Provider. (6 marks)

QUESTION THREE

- a) Outline one procedure of inserting charts in Ms Excel. (4 marks)
- b) Mali Yao Officer with Express Communications Co. Ltd wants to purchase printers for their new branch in Makindu. Outline four factors he should consider when purchasing these equipment. (4 marks)
- c) Explain the following terms as used in Computer Applications.
 - i. Data processing (2 marks)
 - ii. Bandwidth (2 marks)
 - iii. Functions (2 marks)
 - iv. File (2 marks)
 - v. Line spacing (2 marks)
- d) Explain **mail merging** feature in computer applications. (2 marks)

QUESTION FOUR

- a) Makinika Company Ltd is on a mission to acquire new scanners for their use in their company. Explain three factors that they should consider when procuring these devices. (6 marks)
- b) Shauri Yako investment group have embarked on mission to procure new software for their respective branches all over Kenya. Explain four factors they should consider when procuring the programs. (8 marks)
- c) The following table is an extract from Ms Excel program. Use it to answer questions that follow.

	A	B	C	D	E	G	I
1	Name	January	Feb	March	April	Totals Contributions	Remarks
2	Trump	200	150	200	400		
3	Mandela	185	160	400	400		
4	Mubarak	280	110	200	520		
5	Donald	600	200	200	100		

Using cell references and functions where possible, write a function that can be used to compute

- i. The total contributions for Barack. (2 marks)
 - ii. The mean score for Barack. (2 marks)
- d) The table below shows the criteria for declaring members of who have paid a membership fee of Kshs 1000/=. Using an appropriate function to indicate whether Trump has “Cleared or Not Cleared” his contribution. (2 marks)

Cleared	Not Cleared
1000	<1000

QUESTION FIVE

- a) Differentiate between editing and formatting as used in computer applications. (4 marks)
- b) With the aid of diagrams, illustrate four types of charts as used in Microsoft Excel. (8 marks)
- c) Explain each of the following types used in ICT.
 - i. website (2 marks)
 - ii. www (2 marks)
 - iii. Homepage (2 marks)
 - iv. Digital marketing (2 marks)